

Present

Robert Pratt, Vice-President
Jan Williams, Secretary
Judy Sikes, Treasurer
Julia Vean, Past President
Jane Garnett, Board Member
Joel Thompson, Board Member
John Cordova, Board Member
Maria Reyes, Board Member
Mikhal Laskin, Board Member
Polly Boggs, Board Member
Renee Greenway, Board Member
Mike Atlas-Acuña, Executive Director
Karen Caldwell, Chief Finance Officer
Louda Allbritton, Service Coordination
Melinda Rizley, Children's & Family Services
Mariah Schofield, Administrative Assistant
Pat Morales, Human Resources
Sandra Montee, QI & Compliance

Absent

Cindy Mihelich, President
Beth Thatcher, Board Memebr
Leon Harwood, Board Member
Steven Higgins, Board Member
Wayne Hunter, Board Member
Terri Martinez, Bluesky Adult Support Services

Board Meeting was called to Order by Robert Pratt, Board Vice-President

Welcome Guests

Proxy Votes

- Cindy Mihelich gave her proxy vote to Judy Sikes
- Wayne Hunter gave his proxy vote to John Cordova
- Beth Thatcher gave her proxy vote to Jan Williams
- Leon Harwood gave his proxy vote to Joel Thompson

Action Items

- Meeting Minutes
 - **Motion to Approve** January 2017 Board Meeting Minutes.

Motion to approve the January 2017 Board Minutes.	
<i>Action by:</i>	John Cordova
<i>Seconded by:</i>	Jane Garnett
<i>Passed:</i>	Unanimously Approved

- **Motion to Approve** January 2017 Personnel Committee Meeting Minutes

Motion to approve the January 2017 Personnel Committee Meeting Minutes.	
<i>Action by:</i>	Judy Sikes
<i>Seconded by:</i>	Renee Greenway
<i>Passed:</i>	Unanimously Approved

- **Guardianship Policy**

- **Motion to Approve** Guardianship/Service Coordination Dispute Policy
- Mike gave a brief description of how this policy came into effect. There has been many questions as to how CBE would settle the conflict between a guardian and a service coordinator. CBE will always side on the best interest of the person receiving services and their guardian. The guardian will always have the final say.
- Judy noted that there may still be some questions regarding conflict that the guardian is still technically employed by CBE. Mike noted the guardianship service is not Medicare funded and is completely funded through grants and the foundation. Mike will add that we will the Ombudsman or the guardianship coordinator from SRDA if needed to settle any dispute that needed further discussion.
- Policy will be approved with the amendments that someone will be brought in to assist with any dispute not able to be settled between the guardian and the service coordinator.

Motion to approve the Guardianship/Service coordination dispute policy.	
<i>Action by:</i>	John Cordova
<i>Seconded by:</i>	Mikhail Laskin
<i>Passed:</i>	Unanimously Approved

Financials

- December 2016 Financials
 - **Motion to Approve** the December 2016 Financials as presented.

Motion to approve the December 2016 Financials as presented.	
<i>Action by:</i>	John Cordova
<i>Seconded by:</i>	Polly Boggs
<i>Passed:</i>	Unanimously Approved

- Executive Director Expense Report
 - **Motion to Approve** the executive directors report
 - New capital expenditure for a 2016 Buick Encore for \$24,000.

Motion to approve the executive director's report as presented.	
<i>Action by:</i>	Jane Garnett
<i>Seconded by:</i>	Judy Sikes
<i>Passed:</i>	Unanimously Approved

Executive Directors Report

- **Regional Center:** We continue to work very closely with the Pueblo Regional Center by having monthly meetings and staying in continuous communication. Our service coordinators have continued ongoing monitoring as required by TCM rules & regulations. We still meet every Monday morning to review the previous weeks of activities at PRC. Also, we recently received a letter that the Director has been temporally reassigned. The current Assistant Director is managing the agency. The State has been reviewing log notes and making recommendations on improvements.
- **Guardianship Services:** The Guardianship Advisory & Oversight committee met on January 25, 2017. FeAna has been very busy and currently has 3 emergency medical guardianships, and guardian for two persons. She has also assisted families with filing guardianship documents for their loved ones. A major part of our guardianship service is to encourage family members to be guardians and CBE will help them with the filing. This is a more person centered approach.
- **Cash Fund-** the Analyst recommended to the JBC that funds be taken from the DD Case Fund to provide a onetime funding stream to address provider capacity for this fiscal year. I will be watching to see if the JBC approves the recommendation in the coming months.
- **Conflict Free Case Management:** CBE continues to work with HCPF, Alliance and JBC members in working towards compliance with CFCM. As I reported last month, the JBC Analyst developed an 8 page Plan to come into compliance with the Rule, but two main issues have surfaced and that is the timeline for compliance and a temporary exemption for the rural CCBs. There will be a lot more information forthcoming. In the meantime the management team continues to evaluate our different options.
- **Senator Garcia meeting** – I have scheduled a meeting with Senator Garcia for February. The Senator is seeking information regarding access to services. I have also been providing him monthly updates on

our monitoring of the regional center, so I suspect he will have more questions regarding services there.

- **Humanity Time Clock System**: We are currently in the process of testing a new time keeping system for employees. This system lives in the cloud and can be accessed from any mobile device. All employees will be on the system including the management team. While accountability is a one factor the other positive features is scheduling, submitting for time off, & producing time sheets to name a few. I will provide a follow up report in a few months on the status of the system.
- **2 to 5 Year Strategic Plan** – The planning committees involved with the strategic plan will begin working on drafting the final plan, but first we are planning on having a public forum on February 24, 2017 at the ITC. I hope board members will be able to attend. A brief update on the plan, we have 5 major goals that address CFCM, Settings Rule, Financial Planning, Employee Commitment, & Expanding Services. Since CMFM and the Settings Rule are the two major issues, we will focus our energy into developing plans to address them.
- **Blizzard Run**: The Blizzard Run is fast approaching (March 18, 2017), so if board members are interested in volunteering or securing more gift cards please let me know.
- **CFCM**: Mike spoke with Josh Rael last night regarding the CFCM situation. The sticking points right now is the timeline, the rule exemption, the SIS and the RFP. The rural areas don't have a second choice for services and they will need additional time to set up more service agencies. The rest of the CCB's will have three years and the individuals will need to choose CBE as their case management provider or their residential provider. The RFP piece would be that if the CCB sends out the RFP that they would not be able to bid on the person. The SIS piece would need to be completed by an outside source. We are already working on the continuity plan for the transition of CFCM. The CFCM coalition is looking at engaging with SPB to help with the legislation piece. There are numerous options on the table that are being looked at.
- **Contract Deliverables**: We have been working on sending required documented up to the State on a regular schedule and they recently asking about the board training. We have put together a plan of board training and will rolling that out very soon.
- **Audits**: Mike noted that we have the following audits currently in process: Social security audit, performance audit, SLS audit, host home and QIS.

Public Comment

- None

Upcoming Events

- March 16, 2017 – BASS St. Patrick's Day Party

- March 18, 2017 – Blizzard Run
- March 30, 2017 – Employee Forum
- April 2017 – BASS Talent Show (Date TBA)
- May 4, 2017 – BASS Cinco de Mayo Party
- June 2017 – Employee Picnic (Date TBA)
- June 29, 2017 – Employee Forum
- August 2017 – BASS End of Summer Picnic (Date TBA)
- September 2017 – Employee Forum (Date TBA)
- October 2017 – In Service Day (Date TBA)
- October 2017 – BASS Halloween Party (Date TBA)
- November 2, 2017 – Fashion Show
- November 15, 2017 – BASS Thanksgiving
- November 16, 2017 – CBE Thanksgiving
- December 2017 – BASS Christmas Party (Date TBA)
- December 7, 2016 – Employee Forum
- February 1, 2018 – BASS Super Bowl Party
- February 14, 2018 – BASS Valentines Party

Public Comment

- None

Motion to Adjourn

- **Motion to Adjourn**

Motion to adjourn.	
<i>Action by:</i>	Julia Vean
<i>Seconded by:</i>	John Cordova
<i>Passed:</i>	Unanimously Approved

Date:

Submitted by:

 Mariah Schofield, AA
 Recording Secretary

Reviewed by: _____ Date: _____
Mike Atlas-Acuña, ED
Colorado Bluesky Enterprises, Inc.

Reviewed by: _____ Date: _____
Jan Williams, Secretary
CBE Board of Directors